

## DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



July 30, 2001

ALL-COUNTY LETTER NO. 01-51

## REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☒ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY CHIEF WELFARE FRAUD INVESTIGATORS  
ALL DISTRICT ATTORNEYS

SUBJECT: FRAUD INVESTIGATION ACTIVITY REPORT [DPA 266 (7/01)]

REFERENCE: ALL-COUNTY LETTER 99-55, DATED AUGUST 18, 1999

The purpose of this letter is to notify counties that on the Fraud Investigation Activity Report (DPA 266) form, beginning with the July 2001 report month, counties are to report the **California Food Assistance Program (CFAP) - only households (households with only CFAP recipients) in the "Other" column rather than in the Food Stamp columns**. This is not a change in the CFAP data being collected, but rather a change in the column location of the CFAP data. The DPA 266 form remains unchanged, except to reflect a change in the revision date from 10/99 to 7/01. The instructions remain unchanged except to reflect the CFAP references in Columns 2, 3 and 5, and a new revision date of 7/01.

The DPA 266 is a major source document for the federally mandated Program and Budget Summary Statement Part B – Program Activity Statement (FNS 366B). United States Department of Agriculture Food and Consumer Service Administrative Notice (AN) 97-105 "*Guidance on State Option Food Stamp Program*" dated August 21, 1997, stipulates that the state *should not include* any State Only Food Stamp data when submitting the FNS 366B Program Activity Statement. In accordance with AN 97-105, the State Plan for the California Food Assistance Program (CFAP) also specifies that data for "state only eligible households" will not be included in the FNS 366B. However, in the DPA 266 (10/99) instructions, counties were instructed to *include* CFAP cases in the form's Public Assistance and Nonassistance Food Stamp columns. To comply with the AN, counties are now required to report CFAP-only households (households with only CFAP recipients) in the DPA 266's "Other" column rather than in the Food Stamp columns. This will enable the DPA 266 to provide data only on households that incur federal costs, which includes combined federal/state households, for use in the FNS 366B report.

ALL COUNTY WELFARE DIRECTORS

Page Two

Due to changing needs by the State and the county users, additional revisions to the DPA 266 are anticipated in the future. A state and county workgroup has been formed to review the DPA 266 form and instructions. Upon completion of this review, a revised form and instructions will be released via an All-County Letter (ACL).

This monthly report continues to be due on the 12th working day of the month following the report month. The July 2001 report is due on or before August 16, 2001. Reports should be sent to:

California Department of Social Services  
Data Systems and Survey Design Bureau, M.S. 9-081  
P.O. Box 944243  
Sacramento, CA 94244-2340

**FAX: (916) 657-2074**

If you have questions regarding the completion of this form, please contact LeeAnn DeSalles of the Data Systems and Survey Design Bureau at (916) 651-8269. Program related questions should be directed to your Fraud Bureau program analyst, Cheryl Mello, at (916) 263-5708.

Sincerely,

***Original Document Signed By  
Lois VanBeers on 7/30/01***

LOIS VANBEERS  
Deputy Director  
Research and Development Division

Attachments

c: CWDA

**Fraud Investigation Activity Report**

Send one copy to:  
 California Department of Social Services  
 Data Systems and Survey Design Bureau, M.S. 9-081  
 P.O. Box 944243  
 Sacramento, CA 94244-2430  
**FAX: (916) 657-2074**

County Name	County #	For Month Ending (Month, Day, Year)			
<b>Part A. Investigation Activity</b>	CalWORKs (1)	PA Food Stamps (2)	NA Food Stamps (3)	Total (1 + 2 + 3) (4)	All Other Programs (5)
<b>Section I. Investigation Requests</b>					
1. Total requests received during month.....					
2. Total requests rejected during month.....					
3. Total requests accepted during month [Sum 3a thru 3r].....					
a. Early Fraud Prevention/Detection (EFP/D).....					
b. Income and Eligibility Verification System (IEVS).....					
c. Other unreported income.....					
d. Homeless assistance.....					
e. Unreported resources/assets.....					
f. Family (household) composition.....					
g. Duplicate/replaced warrants/lost Food Stamps.....					
h. Duplicate (multiple) aid.....					
i. Forgery.....					
j. Residence.....					
k. Fictitious identity.....					
l. Food Stamp trafficking.....					
m. Internal affairs.....					
n. Child Care.....					
o. Drug Felon.....					
p. Fleeing Felon.....					
q. Probation/Parole Violators.....					
r. Other.....					
<b>Section II. Investigation Caseload</b>					
4. Investigations pending beginning this month [Item 7 last month, or explain in Part G].....					
5. Total investigations available during month [Item 3 plus Item 4].....					
6. Total investigations completed during month [Item 6a plus 6b].....					
a. Evidence sufficient to support allegation of fraud [a1) plus a2)]..					
1) Cases referred for prosecution.....					
2) Cases <b>not</b> referred for prosecution.....					
b. Evidence not sufficient to support an allegation of fraud.....					
7. Investigations pending at end of month (Item 5 minus Item 6).....					

County Name	County #	For Month Ending (Month, Day, Year)			
<b>Section III. Investigation Results</b>	CalWORKs (1)	PA Food Stamps (2)	NA Food Stamps (3)	Total (1 + 2 + 3) (4)	All Other Programs (5)
8. Denials (Early Fraud).....					
9. Benefits reduced (Early Fraud).....					
10. Discontinuances (Early Fraud).....					
11. Referred for prosecution.....					
12. Referred to Administrative Disqualification Hearing (ADH).....					
13. Restitution action.....					
14. Benefits reduced (not Early Fraud).....					
15. Benefits discontinued (not Early Fraud).....					
16. Fraud found, no adverse financial impact.....					
17. Allegation unfounded.....					
18. Insufficient evidence.....					
19. Expiration of statutes.....					
20. Other.....					
<b>Section IV. Overpayments</b>					
21. Total fraud overpayments/issuances identified (dollar amounts).....					
22. Fines forfeitures (dollar amounts).....					
<b>Part B. Prosecution Activity</b>					
<b>Section I. Prosecution Activity</b>					
23. Referrals pending beginning of month [Item 27 last month, or explain].....					
24. Referrals received during month.....					
25. Total referrals available during month [Item 23 plus Item 24].....					
26. Total referrals processed during month [Sum 26a plus 26b].....					
a. Prosecutions filed.....					
b. Decision made to not prosecute.....					
27. Referrals pending end of month [Item 25 minus Item 26].....					
<b>Section II. Prosecution Outcomes</b>					
28. Convictions.....					
29. Administrative action.....					
30. Disqualification Consent Agreements (DCA).....					
31. Charge pleaded.....					
32. Dismissals.....					
33. Acquittals.....					
34. Declinations.....					
35. Expiration of statutes.....					
36. Other.....					

County Name	County #	For Month Ending (Month, Day, Year)			
<b>Part C. Administrative Disqualification Hearing Activity</b>	CalWORKs (1)	PA Food Stamps (2)	NA Food Stamps (3)	Total (1 + 2 + 3) (4)	All Other Programs (5)
37. Referred for Administrative Disqualification Hearing (ADH).....					
38. Waivers.....					
39. Upheld convictions.....					
40. Acquittals.....					
41. Decisions pending.....					
42. Program dollars.....					
<b>Part D. Persons Disqualified</b>					
43. During month as a result of court prosecutions.....					
44. Administrative Hearing Disqualifications.....					
<b>Part E. Collections</b>					
45. Total collected during prior month (dollar amounts).....					
<b>Part F. Computer Match Activity</b>					
<b>Section I. Matches Received</b>					
46. California Youth Authority.....					
47. Jail Reporting System.....					
48. Fleeing Felon.....					
49. Reserved.....					
<b>Section II. Results: Benefits Reduced</b>					
50. California Youth Authority.....					
51. Jail Reporting System.....					
52. Fleeing Felon.....					
53. Reserved.....					
<b>Section III. Results: Discontinuances</b>					
54. California Youth Authority.....					
55. Jail Reporting System.....					
56. Fleeing Felon.....					
57. Reserved.....					
<b>Part G. Comments</b>					
Person to contact regarding this report:		Telephone: (    )		Date report completed:	
Name					
Title		Fax: (    )			

## FRAUD INVESTIGATION ACTIVITY REPORT DPA 266 (7/01) INSTRUCTIONS

### CONTENT

The Fraud Investigation Activity Report (DPA 266) provides monthly data on cases where reasonable grounds to suspect fraud have resulted in a request for investigation to the Special Investigative Unit (SIU) or the person designated to coordinate such referrals with the District Attorney (DA) or prosecuting authority, as well as cases independently acted upon by Investigating Units. Form DPA 266 covers case investigations in all California Work Opportunity and Responsibility to Kids (CalWORKs) cases, including those cases in the two-parent separate state program; Public Assistance (PA) and Nonassistance (NA) Food Stamps; and other aid programs. The form provides basic data on requests for investigation; disposition of investigations by County Welfare Departments (CWDs) and County DAs; fraud overpayments/overissuances identified and collected; dollar amounts of fines and forfeitures imposed; criminal complaints filed by prosecutors; and cases referred for Administrative Disqualification Hearings (ADH) and their dispositions.

### PURPOSE

National and state emphasis on investigation and prosecution of persons who attempt to receive and who receive public assistance fraudulently require substantial attention by CWDs and County DAs. The Fraud Investigation Activity Report shows the amount of activity in each administrative unit and is used to (a) evaluate the effectiveness of the recipient fraud policies; (b) evaluate the effectiveness of local agencies in applying policies; (c) plan with local agencies on any needed changes, and; (d) complete the required federal fraud activity reports. The DPA 266 report may not gather data on all functions performed by the SIU.

### DISTRIBUTION

Information collected on the Fraud Investigation Activity Report is used to prepare the federally-required annual USDA Program and Budget Summary Statement (FNS 366B). In addition, this data is used in the California Department of Social Services (CDSS) Fraud Investigation Report (Series PA-4), published quarterly, and other special reports for the Administration and the Legislature.

### DUE DATE

The CWD is responsible for ensuring that this report is fully and accurately completed. In counties where portions of this report are completed by other agencies, this report shall be reviewed and validated prior to transmittal to the CDSS Data Systems and Survey Design Bureau. Reports are to be received in Sacramento on or before the 12th working day of the month following the end of the report month. Send reports to:

California Department of Social Services  
Data Systems and Survey Design Bureau, M.S. 9-081  
P. O. Box 944243  
Sacramento, CA 94244-2430  
**FAX: (916) 657-2074**

### FORM (DPA 266)

Complete county name, number, and month requested at the top of each page of the report form. **No item should be left blank. If there is nothing to report for a specific item, please enter a "0." Do not enter negative (-) numbers for any item.** Provide the name, title, telephone and FAX number of the person to contact should there be any questions about the data on the report. Enter the date the report is completed.

### INSTRUCTIONS FOR COLUMNS

Each case of suspected fraud shall be reported in one of the following columns. **NOTE:** The case shall be tracked from its original column coding in Part A, Sections I and II, regardless of any primary aid group change resulting from the investigation. However, column shifts are allowed in Section III.

**CalWORKs, Column (1)** – Report activity for all CalWORKs cases, including those cases in the two-parent separate state program. In those instances where the suspected fraud affects both a CalWORKs cash grant and a Food Stamp case, the activity shall be reported as one case in each category.

**PA Food Stamps, Column (2)** – Report activity on federal-only or combined federal/state Food Stamp cases where the suspected fraud affects Public Assistance (PA) Food Stamps. If the suspected fraud affects a case in another program, the activity shall be reported as one case in each aid category. Activity in California Food Assistance Program (CFAP) only cases should NOT be reported here, but reported instead in the “Other” column.

**NA Food Stamps, Column (3)** – Report activity on federal-only or combined federal/state Food Stamp cases where the suspected fraud affects Nonassistance (NA) Food Stamps. If the suspected fraud affects a case in another program, the activity shall be reported as one case in each aid category. Activity in California Food Assistance Program (CFAP) only cases should NOT be reported here, but reported instead in the “Other” column.

**Total, Column (4)** – Enter the sum of columns 1, 2, and 3 for each line item for Parts A through F or explain in Part G. Comments.

**All Other Programs, Column (5)** – Report activity on investigations into any other aid programs including, but not limited to: CFAP-only, General Relief, Supplemental Security Income/State Supplemental Payment (SSI/SSP), Special Circumstances, Interim Assistance, In-Home Supportive Services and Guide Dog Allowance. In those instances where the suspected fraud affects another program and Food Stamps or CalWORKs, report one case in each aid category. All entries in this column must be explained in Part G Comments.

**NOTE:** CFAP cases are to be reported in the “Other” column effective with the July 2001 report month. Federal-only Food Stamp cases and combined federal/state Food Stamp cases continue to be reported in the Food Stamp PA or NA columns.

## **Part A. Investigation Activity**

This part of the report provides information on requests for investigation. An allegation of fraud is not a request for investigation until an authorized official, or the equivalent, accepts the request with the intent of assigning it for investigative activity. Do not include match processing activity or preliminary review prior to requesting an investigation.

### **Section I: Investigation Requests**

This section provides information on the volume of requests for investigation received, rejected and/or accepted.

1. Total Requests Received During Month – Enter the total number of requests for investigation received during the report month for each aid program. For example, an investigation into a case with CalWORKs and PAFS will be counted as one case in Column 1 and one case in Column 2.
2. Total Requests Rejected During the Month – Enter the total number of requests for investigation that were rejected during the report month. “Rejected” means that the request was received, reviewed, and will not be assigned for investigation.
3. Total Requests Accepted During the Month – Enter the total number of requests for investigation that were accepted during the report month. “Accepted” means those requests that are retained in the SIU or its equivalent with the intent of assignment for investigative activity.

Sub-items 3a through 3r break out the total by primary element of fraud. Multiple element requests shall be counted only once and should be coded by the element potentially causing the largest overpayment. Eligibility elements receive priority over grant level elements.

- a. Early Fraud Prevention/Detection (EFP/D) – Enter the total number of requests to the early Fraud Prevention/Detection program. Include those for investigator and eligibility worker staffed EFP/D programs.
- b. Income and Eligibility Verification System (IEVS) – Enter total number of requests to the SIU emanating from an IEVS 155 or equivalent documents, such as FTB and IRS.
- c. Other Unreported Income – Enter the total number of unreported income requests not initiated by IEVS.
- d. Homeless Assistance – Enter the total number of requests based on false claims of homelessness.
- e. Unreported Resources/Assets – Enter the total number of non-IEVS requests concerning concealed or misreported assets/resources, such as real/personal property, bank accounts, cash, stocks, bonds, vehicles, etc.
- f. Family (Household) Composition – Enter the total number of requests based on allegations that AU (or household) members are not in the home or are in the home but not eligible for inclusion in the grant. For example, a CalWORKs child is not in the home or not a full-time student or the household is receiving food stamps for three when the food stamp household is two. **NOTE:** Requests alleging the absent parent is in the home should also be reported under this category.
- g. Duplicate/Replaced Warrants/Lost Food Stamps – Enter the total number of requests based on duplicate/replaced warrants and/or lost Food Stamp coupons or Electronic Benefit Transfer (EBT) material.
- h. Duplicate (Multiple) Aid – Enter the total number of requests for an investigation alleging an individual, or groups of individuals, are receiving aid under two or more case numbers, in one or more districts, counties and/or states.
- i. Forgery – Enter the total number of forgery investigation reports.
- j. Residence – Enter the total number of requests based on false residency.
- k. Fictitious Identity – Enter the total number of requests based on fictitious identity.
- l. Food Stamp Trafficking – Enter the total number of requests alleging the illegal sale, purchase or bartering of ATPs/Food Stamp coupons or EBT.
- m. Internal Affairs – Enter the total number of internal affairs investigation requests. If you are able to link the investigation to a specific program, report it in the applicable program. If not, report it in “All Other Programs.”
- n. Child Care – Enter the total number of child care investigation requests.
- o. Drug Felon – Enter the total number of drug felon investigation requests.
- p. Fleeing Felon – Enter the total number of investigation requests emanating from a fleeing felon match, self-declaration, or other sources.
- q. Probation/Parole Violators – Enter the total number of probation/parole violator investigation requests emanating from a Fleeing Felon match, self-declaration, or other sources.
- r. Other – Enter the total number of other requests. Explain the allegations in Part G. Comments. Cases alleging that the deprivation or incapacity does not exist should be reported here.



## Section II. Investigation Caseload

This section provides information on the volume of investigations available and completed and provides required data for the FNS 366B, a required Food Stamp federal report.

4. Investigations Pending Beginning of Month – Enter the total number of accepted investigations pending from prior month. This item should agree with Item 7 of the prior month's report. If not, enter the correct data in Item 4 of the current report and provide the reason for the discrepancy in Part G. Comments.
5. Total Investigations Available During Month – Enter the sum of Item 3 plus Item 4.
6. Total Investigations Completed During Month – Enter the total number of investigations completed during the report month (Item 6a plus Item 6b).
  - a. Evidence Sufficient to Support an Allegation of Fraud – Enter the number of cases for which there is sufficient evidence to support a question of fraud. This is the sum of Item 6a1) and 6a2). Since multiple dispositions will not be reported in this section, the numbers will not be the same as in Part A, Section III, Investigation Results. For example, one or more entries in Section III, Items 8-16 will result in one case count on this Item.
    - 1) Cases Referred for Prosecution – Enter the number of cases referred to the agency empowered to prosecute. Report Disqualification Consent Agreements (DCA) here. This should agree with the amounts in Item 11.
    - 2) Cases Not Referred for Prosecution – Enter the number of cases **not** referred to the agency empowered to prosecute. A **case** should be reported here if it was reported as a disposition in Items 8-10 and 12-16.
  - b. Evidence Not Sufficient to Support an Allegation of Fraud – Enter the total number of cases for which a decision was made that the evidence was insufficient to support a question of fraud. This should agree with the total of Items 17, 18, and 19.
7. Total Investigations Pending at End of Month (Item 5 minus Item 6) – Enter the total number of investigations pending at the end of the report month.

### Section III: Investigation Results

Report the results of all SIU investigations closed during the report month. This section tracks the results of cases in Section II; however, the numbers will not be the same since a case may result in multiple outcomes. Example: A case resulting in a restitution action, and in which benefits are reduced, would be reported in Item 13 and Item 9 or Item 14.

8. Denials (Early Fraud) – Enter the total number of completed Early Fraud investigations (by an investigator or an EFP/D EW) resulting in a denial of the application. In these cases, no benefits have been issued.
9. Benefits Reduced (Early Fraud) – Enter the total number of completed Early Fraud investigations (by an investigator or an EFP/D EW) resulting in a reduction of benefits. Example: The investigation determined that the AU (Household) was two not three because a child was not living in the home.
10. Discontinuances (Early Fraud) – Enter the total number of completed Early Fraud investigations (by an investigator or an EFP/D EW) resulting in a discontinuance of benefits. These occur, particularly in the Homeless Assistance, Emergency Assistance, and Expedited Food Stamps programs, where an entitlement is issued prior to completion of the Early Fraud investigation.
11. Referred for Prosecution – Enter the total number of cases referred to the DA for final disposition through his/her authority.
12. Referred to Administrative Disqualification Hearing (ADH) – Enter the total number of cases referred for ADH.
13. Restitution Action – Enter the total number of cases in which a restitution action is taken, i.e., agreement to repay.
14. Benefits Reduced – Enter the total number of non-Early Fraud cases resulting in a reduction of benefits.
15. Benefits Discontinued – Enter the total number of non-Early Fraud cases resulting in benefits being discontinued.
16. Fraud Found, No Adverse Financial Impact – Enter the total number of cases in which the investigation found that information had been withheld or facts misrepresented, but the withheld or misrepresented information resulted in no adverse financial impact. Example: the investigation found unreported assets; however, these assets did not result in the AU (Household) having their benefits reduced or being ineligible.
17. Allegation Unfounded – Enter the total number of cases where the investigation found there was no fraud.
18. Insufficient Evidence – Enter the total number of cases where the investigation failed to determine whether a violation occurred.
19. Expiration of Statutes – Enter the total number of cases where the investigation is terminated as a result of the expiration of the statute of limitation.
20. Other – Enter the total number of investigations disposed of for reasons other than listed in Items 8 through 19. Internal Affairs dispositions shall also be reported here. Case dispositions in this Item shall be explained in Part G. Comments.

### Section IV. Overpayments

21. Total Fraud Overpayments/Overissuances Identified (Dollar Amounts) – Enter the total dollar amount of fraud overpayments and overissuances identified due to completed investigation activity. Any adjustments to this Item should be entered in the month that the information was received. Example: A \$200 overpayment was reported in January and the county was informed that the overpayment was reduced to

\$150 in March. The amount that was increased or decreased should be reported on the March DPA 266 report with an explanation in Part G. Comments. In this case, the total identified overpayment/overissuance amount would be reduced by \$50 in the March report month.

22. Fines/Forfeitures (Dollar Amounts) – Report the total dollar amounts of fines/forfeitures levied through civil or criminal prosecution activity in the Total (4) column.

## **Part B. Prosecution Activity**

This part of the report provides information on fraud referrals received by the DA and the dispositions of those referrals.

### **Section I. Prosecution Activity**

23. Referrals Pending Beginning of Month – Enter the total number of cases pending dispositions from last month. This item should agree with Item 27 of the prior month's report. If not, enter correct data in Item 23 of the current report and note the reason for the discrepancy in Part G. Comments.
24. Referrals Received During Month – Enter the total number of cases received during the report month.
25. Total Referrals Available During Month – Enter the sum of Item 23 plus Item 24.
26. Total Referrals Processed During the Month – Enter the total number of cases for which a criminal complaint or indictment was filed during the report month or for which a decision was made not to prosecute. Sum of Item 26a and Item 26b.
- a. Prosecutions Filed – Enter the total number of cases for which a criminal complaint or indictment or other actions (e.g., diversions, citation hearings) were filed during the report month. This may differ from the number of cases referred to the DA as reported in Item 11.
- b. Decision Made Not to Prosecute – Enter the total number of cases during the report month where the decision was made by the prosecuting authority not to prosecute. Include in this category all those cases in which there was a failure to indict.
27. Referrals Pending at End of Month – Enter the total number of referrals pending at the end of the report month. This item is the difference between Item 25 minus Item 26.

### **Section II. Prosecution Outcomes**

This part of the report provides information on the outcomes of the prosecutions filed. If the prosecution results in more than one outcome, all should be reported. Because multiple dispositions will be reported in Part B, Section II, the numbers will not be the same as in Part B, Section I, above.

28. Convictions – Enter the total number of filed complaints/indictments where there was a criminal conviction, from either a guilty plea, nolo plea, diversion, or trial. Include complaints/indictments convicted in part and acquitted in part.
29. Administrative Action – Enter the number of filed complaints/indictments disposed of through a restitution agreement arranged as approved by the DA and disposed of in lieu of criminal indictment other than those reported in Item 30. Include final dispositions through grant adjustments, agreements to repay, citation hearings, civil and small claims court judgments, full cash restitution made, court diversion programs, etc.

30. Disqualification Consent Agreement – Enter the total number of filed complaints disposed of through a Disqualification Consent Agreement.
31. Charge Pleaded – A charge pleaded exists when more than one filed complaint/indictment against a person/defendant is accepted by the DA and the DA agrees to drop one or more welfare charge in order to obtain a guilty plea on the other charge. The program in which the charge is dropped will be reported as “Charge Pleaded.”
32. Dismissals – Enter the total number of filed complaints/indictments disposed of during the report month by dismissal after issuance of a complaint, including those dismissed by motion of the court, either prior to or at the trial, but only if the complaint is not remanded for administrative disposition.
33. Acquittals – Enter the total number of filed complaints/indictments disposed of by an acquittal.
34. Declinations – Enter the total number of filed complaints/indictments declined by the DA and on which no other action will be taken. A preliminary decision not to prosecute pending further investigation is not a declination. Such Complaints shall be carried pending until further investigation is completed and a final disposition made. However, if the DA declines to take legal action on a complaint/indictment after accepting the referral, and the investigation unit has included a valid and acceptable restitution arrangement in the investigation report, the disposition of the complaint/ indictment should be reported as an approved restitution arrangement in Item 29, Administrative Action and not as disposed of through a declination to take legal action.
35. Expiration of Statutes – Enter the number of filed complaints/indictments disposed of due to the Statute of Limitations or because the Statute has or will expire soon.
36. Other – Enter the number of filed complaints/indictments disposed of for reasons other than Items 28 through 35. Case dispositions shall be specified by type in Part G. Comments.

### **Part C. Administrative Disqualification Hearing Activity**

This part of the report provides information on referrals for Administrative Disqualification Hearings (ADH). Include referrals for all ADHs whether held at the state or county level.

37. Referred for ADH – Enter the total number of persons referred, by program, for an Administrative Disqualification Hearing that was requested in the report month. Include state and local level ADH referrals.
38. Waivers – Enter the total number of ADH waivers here.
39. Upheld Convictions – Enter the total number of cases found guilty of Intentional Program Violation (IPV) during the report period. Upheld means the ADH was found in favor of the requesting agency.
40. Acquittals – Enter the total number of cases found not guilty of committing an IPV during the report period. Acquittal means the ADH found for the defendant.
41. Decision Pending – Enter the total number of cases for which the cases were heard but the court’s decision was not formally rendered before the end of the report period.
42. Program Dollars – Enter the estimated dollar value of program loss that may be recovered in Item 39. Program loss means the associated overpayment/overissuance for each conviction.

### **Part D. Persons Disqualified**

This part of the report provides information on persons disqualified.

43. Persons Disqualified as a Result of Court Prosecutions – Enter the total number of people who were disqualified in the month, by program, through court action. Disqualification Consent Agreements are considered court actions as are civil and federal court findings.
44. Administrative Hearing Disqualifications – Enter the total number of people who were disqualified in the month, by program, as a result of Administrative Disqualification Hearings, or their equivalent. All “waiver of hearing” disqualifications should also be recorded here.

#### **Part E. Collections**

45. Total Collected During the Prior Report Month (Dollar Amounts) – Enter the total dollar amount of fraud overpayments collected by or for the County Welfare Department during the prior month. Report only those dollar amounts that reflect collections for fraud overpayments or overissuances. Grant adjustments should be included in this amount if they are for fraud overpayments or overissuances. For the purposes of this report, a fraud collection is an overpayment/overissuance collection which resulted from an investigation in which fraud was found.

**NOTE:** In a combined CalWORKs/Food Stamp investigation where the investigation is tracked in both the CalWORKs and Food Stamp columns, the restitution agreed to or ordered is to be reported in applicable columns where the CalWORKs overpayment and the Food Stamp overissuance amounts are separately identified.

#### **Part F. Computer Match Activity**

This part of the report is used to report match processing activity prior to requesting an investigation. Requests for investigation resulting from match activity are to be reported in Part A, Section I, Number 3, (e.g., f. or p.).

##### **Section I. Matches Received**

46. California Youth Authority – Enter the total number of records received during the report month for the California Youth Authority (CYA) computer match.
47. Jail Reporting System – Enter the total number of records received during the report month for the Jail Reporting System (JRS) computer match.
48. Fleeing Felon – Enter the total number of new records received during the report month for the Fleeing Felon computer match (FFM).
49. Reserved – This is reserved for future use.

##### **Section II. Results: Benefits Reduced**

50. California Youth Authority – Enter the total number of completed CYA matches resulting in a reduction of benefits.
51. Jail Reporting System – Enter the total number of completed JRS matches resulting in a reduction of benefits.
52. Fleeing Felon – Enter the total number of completed matches resulting in a reduction of benefits.

53. Reserved – This is reserved for future use.

### **Section III. Results: Discontinuances**

54. California Youth Authority – Enter the total number of completed CYA matches resulting in a case discontinuance of benefits.

55. Jail Reporting System – Enter the total number of completed JRS matches resulting in a case discontinuance of benefits.

56. Fleeing Felon – Enter the total number of completed matches resulting in a case discontinuance of benefits.

57. Reserved – This is reserved for future use.

<b>Part G. Comments</b>
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Discrepancies, special comments or explanations regarding data in this report are to be made in the space provided. Additional pages may be attached as necessary.